

## **MINUTES**

### **Kentucky Community and Technical College System Board of Regents November 30, 2001**

#### **Board Members Present:**

Ms. Cynthia L. Read, Board Chair  
Ms. Lorna D. Littrell, Board Vice Chair  
Dr. Joseph B. Wise, III, Board Secretary  
Mr. William E. Beasley  
Mr. Jeffery P. Butler

Ms. Cynthia E. Fiorella  
Mr. John D. Jelley, II  
Ms. Martha C. Johnson  
Ms. Penelope S. Logsdon  
Mr. Mark A. Powell

#### **Board Members Absent:**

Mr. Richard A. Bean  
Ms. Pamala J. Dallas

Dr. John F. Hanel  
Mr. Henry L. Jackson

#### **CALL TO ORDER**

Board of Regents Chair Read called to order the meeting of the Kentucky Community and Technical College System Board of Regents at 8:35 a.m. (ET), November 30, 2001, in the Large Conference Room of the Council of State Governments Building, KCTCS System Office, Lexington, Kentucky. She announced that the press was notified of the meeting on November 20, 2001, and that Hon. Beverly Haverstock, KCTCS General Counsel, would serve as parliamentarian.

Chair Read noted that this meeting would be the first regular Board of Regents meeting that Mr. Bean and Dr. Hanel missed since becoming regents in 1997. She complimented both of them for their dedication and service to the Board. It was noted that Dr. Hanel was in Oxford, England, at Regent's Park College on behalf of KCTCS. He is the first participant in the KCTCS-Georgetown College international professional development experience.

#### **APPROVAL OF MINUTES**

MOTION: Ms. Fiorella moved that the Board approve the minutes of the September 28, 2001, meeting. Mr. Jelley seconded the motion.

VOTE: The motion passed unanimously.

**ADDITIONS  
OR  
CHANGES TO  
THE AGENDA**

By unanimous consent, two items were added to the agenda:

- 1) An action item, "Naming of the Hazard Community College Student, Classroom, and Economic Development Center," was added to the Executive Committee report.
- 2) An update item, "System Office Space," was added to the Finance, Administration, and Technology Committee report.

By unanimous consent, the Finance, Administration, and Technology Committee report was moved to follow the Executive Committee report and to precede the Academic Affairs and Curriculum Committee report.

**MEETING  
HOSTS**

Chair Read thanked KCTCS President Michael B. McCall and the System Office staff for the wonderful hospitality that they gave to the Board of Regents. She expressed special appreciation to Ms. Cynthia Ackley, Executive Secretary to the President, for her assistance with the meeting logistics.

On behalf of the Board of Regents, Chair Read expressed condolences to President and Mrs. McCall on the death of Mrs. McCall's mother.

**PRESIDENT'S  
REPORT**

President McCall highlighted the following in his report:

- **Fall 2001 Enrollment.** The fall 2001 enrollment for all KCTCS colleges reported to the Council on Postsecondary Education on November 1 was 63,120, representing a 21 percent increase over fall 2000 in the enrollment of full- and part-time students. Fall 2001 full-time enrollment increased by 10 percent over fall 2000, and part-time enrollment increased by 30 percent. Overall, 41 percent of the KCTCS headcount was full-time enrollment. In addition to a 14 percent increase in the traditional enrollment, an increase in dual credit and dual enrollment opportunities led to a 121 percent increase in high school enrollments as compared to fall 2000.
- **Accreditation Update.** Madisonville Community and Technical College District hosted a Southern Association of Colleges and Schools Substantive Change Visiting Team October 14-16, 2001. Action on their request for single accreditation and consolidation will be taken at the SACS December 2001 meeting. Ashland Technical College, Owensboro Technical College, Rowan Technical College, and Somerset Technical College hosted 2001-02 COE Reaffirmation Visiting Teams. Reaffirmation visits are now complete for 2001-02.
- **President's Leadership Seminar – October 8-11, 2001.** Twenty-seven participants attended the second annual KCTCS President's Leadership Seminar held at the Hyatt Regency Hotel, Lexington. Participant evaluations indicated that overall satisfaction with the seminar was an outstanding 96 percent.

- ***KCTCS Systemwide Perkins Grants Update.*** KCTCS has received Perkins funding for several initiatives, including \$70,000 for the Professional and Organizational Development Initiative, \$55,000 for the State Administration-Leadership grant, and \$70,000 for Skills Assessment and Curriculum Development. An additional \$6,000 Perkins grant was awarded to KCTCS to provide limited support for student organizations.
- ***Global Studies and International Partnerships.*** In October, KCTCS established the Office of Global Studies and International Partnerships to coordinate the growing number of initiatives involving curriculum and partnerships with international colleges and universities. The countries with which KCTCS currently is working include: Germany, Denmark, England, Scotland, Mexico, and Italy.
- ***Information Technology Update.*** The Information Technology group has taken on a new responsibility with the transfer of the System-level Institutional Research function from Internal Affairs. The merger of IR with IT will consolidate data sources, data, and methodological expertise in a single organization.
- ***District Leadership Update.*** Dr. G. Edward Hughes will become the first president of the Northern Kentucky Community and Technical College and Chief Executive Officer of the district effective December 1, 2001. Applications are being received for the district leadership selection process in the West Kentucky Community and Technical College District, and a local advisory committee has been formed to lead the process. Advertisements have been placed for the Jefferson Community and Technical College District leadership search process, and a descriptive brochure has been finalized. Governor Paul E. Patton has appointed new boards of directors for the Bluegrass Community and Technical College District, the Bowling Green Community and Technical College District, and the Northern Kentucky Community and Technical College District.
- ***Groundbreaking/Dedication Ceremonies.*** President McCall joined Governor Patton for several groundbreakings associated with KCTCS colleges: Maysville Community College Technical Center on October 30, 2001; American Woodmark Corporation, Hazard on November 5, 2001; and the Health Education Classroom Building, Northeast Regional Postsecondary Education Center, and East Kentucky Science Center and Zeiss Planetarium, Prestonsburg Community College on November 9, 2001.
- ***University of Kentucky Partnership.*** On October 16, 2001, Dr. Lee Todd, President of the University of Kentucky, hosted the KCTCS President's Leadership Team for a reception and dinner to express his desire to renew a strong relationship with KCTCS. On October 18, 2001, Dr. Todd and President McCall held a joint press conference to announce the collaboration of UK (Lexington Community College) and KCTCS on a \$4 million project to enhance the skill levels of the employees who work in information technology across the Commonwealth.

The November 30, 2001, President's Report is attached in its entirety.

**CHAIR'S  
REPORT**

Chair Read thanked Mr. Timothy R. Burcham, KCTCS Vice President, for his work with the 2001 President's Gala and Benefactors Awards Dinner.

Chair Read reported that on November 29, 2001, the Board of Regents continued discussions from its September 26-27, 2001, retreat. As a result of the workshop facilitated by Dr. Candace Gosnell, KCTCS Vice President, the Board identified the following priorities: continuing focus on consolidation and single accreditation, solidifying legislative support, maintaining quality, and recruiting and retaining personnel. Additionally, the Board will review its committee structure in February. The Board also agreed to do yearly self-assessments and to continue having Board development workshops.

Chair Read noted that at a November 29, 2001, workshop, Mr. C. Ray Clements, CEO and founder of the Clements Group, Salt Lake City, Utah, reviewed the findings and recommendations of the feasibility study conducted in June and July 2001. The purpose of the study was to determine the timing, methodology, leadership, and potential dollar ranges for a major gifts campaign to meet system-level, statewide needs of KCTCS with private sector support. While the conditions for the campaign are good and the decision made to go forth with the campaign, additional work is needed to raise public awareness of KCTCS.

Chair Read recognized Ms. Johnson for being one of four people who received the "Governor's Economic Development Leadership Award" at the Kentucky Industrial Development Council meeting earlier in November. The award recognized Ms. Johnson for her work as KCTCS Board Chair as well as her work at Ashland Inc. Foundation. Chair Read also noted that Mr. Jackson and Jackson Plastics were profiled in the November 2001 *Lane Report*. The article provided insight into his business success and personal philosophies. In the article, Mr. Jackson said that Central Kentucky Technical College assisted Jackson Plastics in achieving its goals. Chair Read noted that Mr. David Hawpe of the *Courier Journal* had written an article detailing the success of KCTCS and the excellent job done by President McCall.

**EXECUTIVE  
COMMITTEE  
REPORT**

Ms. Littrell presented the Executive Committee's report to the Board of Regents.

**ACTION:  
2002  
LEGISLATIVE  
SESSION  
AGENDA**

**RECOMMENDATION:** That the Board of Regents adopt the proposed 2002 KCTCS Legislative Agenda presented on pages 42-44 of the agenda materials.

Ms. Littrell called upon President McCall to present the proposed 2002 KCTCS Legislative Agenda. President McCall noted that the proposed legislative agenda supports the budget endorsed by the Council on Postsecondary Education and that it incorporates suggestions made by the Executive Committee at a November 12, 2001, Executive Committee Strategic Planning Workshop.

The first section of the proposed agenda addresses budget issues for the 2002-04 biennium and reiterates KCTCS support of the Council on Postsecondary Education's budget request to the Governor and General Assembly and the CPE legislative agenda. CPE requested operating appropriations for KCTCS at a level of \$201,889,300 for fiscal year 2003 and \$209,434,800 for fiscal year 2004, including base appropriations and benchmark funding, KY WINS, enrollment growth and retention, faculty development, administrative information systems, and base adjustments for new facilities coming online. KCTCS submitted special requests to CPE for funds to operate new facilities coming online in each year of the biennium. Funding for these requests was not recommended by CPE. However, without state appropriation, there will not be funds to provide programs and student services in the following locations:

- Comprehensive community and technical colleges in Northern Kentucky, Bowling Green, and Lexington
- Operations for new facilities in Ashland, Somerset, and McCreary County
- Leslie County Center
- Kentucky School of Craft in Hindman

CPE's request included \$7,266,900 for KCTCS capital renewal and maintenance projects. If funded, KCTCS would need to provide \$6,176,900 in matching funds (85 cents per dollar funded). Another \$47,733,000 was endorsed by CPE for the following KCTCS capital projects:

<u>Renovation</u>	<u>Project Scope</u>
Maysville Community College Academic Building	\$ 8,900,000
Hazard Community College, Lees College Campus Library/Science Building	3,000,000
<u>New Construction</u>	
Ashland Technical College Regional Postsecondary Education Center	10,000,000
Owensboro CC Advanced Technology Center	8,000,000
Madisonville Community College Technology Building	5,000,000
Henderson Tri-County Technical Center	<u>12,833,000</u>
<i>Total</i>	<i>\$ 47, 733,000</i>

Should agency funds (funds other than State General Funds) become available during the 2002-04 biennium, CPE included a number of agency funded KCTCS capital construction and major equipment purchase projects in its request so that the projects could be completed using such funds.

The proposed agenda includes "housekeeping amendments" that align KCTCS statutes to conform to the agreements between the University of Kentucky and KCTCS that assure the continued accreditation of Kentucky's community colleges. The Memoranda of Understanding were established in response to the Southern Association of Colleges and Schools (SACS) recommendations that the role of the University of Kentucky Board of Trustees as it pertains to KCTCS be eliminated in four areas:

- (1) Nominating members of the KCTCS Board of Regents.
- (2) Appointing search committees for KCTCS President and Chancellors.
- (3) Role in operating and capital budget processes, including financing for capital projects.
- (4) Awarding degrees to students enrolled in community college associate degree programs.

Other housekeeping amendments would align Kentucky statutes to assign the same authority and responsibilities of the Board of Regents that are granted to the boards of trustees and regents of other institutions of postsecondary education, specifically in the following areas:

- (1) Naming Colleges
- (2) Local Boards
- (3) Salary Increases
- (4) Biennial Report to UK, CPE, and the Strategic Committee on Postsecondary Education (SCOPE)

Chair Read noted that the proposed legislation containing the housekeeping amendments would be reviewed in detail after the Board voted on the proposed legislative agenda presented on pages 42-44 of the agenda materials. She clarified that the Board would not vote on the proposed legislative amendments.

MOTION: On behalf of the Committee, Ms. Littrell moved that the Board of Regents approve the recommendation. Ms. Johnson seconded the motion.

Ms. Logsdon asked for clarification regarding naming technical colleges. President McCall noted that the intent of renaming colleges was to include the words “community and technical” in each KCTCS college name.

Ms. Logsdon noted that the only proposed housekeeping amendment related to the personnel systems relates to establishing parity or salary equity for all of the System’s employees. Ms. Fiorella and Ms. Logsdon expressed support for such an amendment noting that the System’s employees and the Board of Regents have worked diligently to achieve unity and that the proposed amendments to the legislation allows for the continuation of the five existing personnel systems. Mr. Powell noted that the proposed housekeeping amendments maintain all five of the personnel systems in place at KCTCS and that the only change to the personnel systems relates to establishing parity or salary equity for all of the System’s employees. Ms. Fiorella noted that the amendment allows the Board to better fulfill its fiscal responsibilities.

Ms. Littrell thanked the staff and faculty regents for their support of the amendment that would establish salary equity. President McCall noted that the Board needs the right to set the salaries of all employees in the System. The proposed housekeeping amendments would allow for such a practice.

VOTE: By roll call vote, the motion passed unanimously.

President McCall discussed the proposed housekeeping amendments in detail noting that since the special November 2001 Executive Committee Strategic Planning Workshop, the President’s Leadership Team has recommended changes to the proposed housekeeping legislation. One change replaces references to “University of Kentucky community college faculty senate” with “Kentucky Community and Technical College System

faculty senates.” Another change would require that student representatives serving on local boards of directors be elected from the student body.

The Board recessed at 9:52 a.m. (ET) and reconvened at 10:04 a.m. (ET).

***ACTION: WEST  
KENTUCKY  
COMMUNITY  
AND TECHNICAL  
COLLEGE  
DISTRICT BOARD  
OF DIRECTORS***

**RECOMMENDATION:** That the KCTCS Board of Regents adopt the resolution endorsing the actions of the Paducah Junior College Board of Trustees and the West Kentucky Technical College Advisory Committee resulting in an appointment of a local board of directors for the West Kentucky Community and Technical College District to perform the functions set forth for local board of directors in KRS 164.600.

Ms. Littrell noted that with the consolidation efforts between the Paducah Community College and the West Kentucky Technical College having progressed to Stage III of the KCTCS Consolidation Process, the colleges’ local boards have expressed their mutual desire via separate resolutions that a single, separate local board of directors be appointed for the West Kentucky Community and Technical College District to serve the colleges in the district and to provide the functions set out for local boards of directors in KRS 164.600. The proposed resolution endorses the actions of the Paducah Junior College Board of Trustees and the West Kentucky Technical College Advisory Committee and will result in an appointment by the Governor of a local board of directors for the West Kentucky Community and Technical College District. Once appointed, both local boards in the district would no longer exist. The Paducah Junior College Board of Trustees requested that a list of its members’ names be submitted to the Governor for consideration when appointing the new district board.

Chair Read noted that the Paducah Junior College Board of Trustees would become the West Kentucky Community and Technical College District Foundation Board of Directors and would represent both colleges in the district. Already, the foundations for the colleges in the district have cross membership.

A copy of the draft resolution was distributed at the meeting.

**MOTION:** On behalf of the Committee, Ms. Littrell moved that the Board of Regents approve the recommendation. Ms. Johnson seconded the motion.

**VOTE:** The motion passed unanimously.

**ADDITION TO THE  
AGENDA**

**ACTION: NAMING  
OF THE HAZARD  
COMMUNITY  
COLLEGE,  
STUDENT,  
CLASSROOM,  
AND ECONOMIC  
DEVELOPMENT  
CENTER**

RECOMMENDATION: That the Board of Regents approve the naming of the Student, Classroom, and Economic Development Center on the campus of Hazard Community College the "First Federal Center."

Ms. Littrell called attention to the information related to this item that was distributed at the meeting. She asked President McCall to provide information about this item.

President McCall noted that Hazard Community College raised \$1.5 million in cash and pledges to assist in the construction of the Student, Classroom, and Economic Development Center on the Hazard Campus. A naming opportunity was offered to a donor for his campaign pledge, which could not be paid due to circumstances beyond the control of the donor and the college. To replace this pledge, First Federal Savings and Loan Association of Hazard, Kentucky, has pledged \$500,000 to be paid in \$50,000 installments beginning November 30, 2001, and extending for a period not to exceed ten years. In honor and recognition of these commitments, the Kentucky River Community and Technical College District Board of Directors adopted a resolution on November 7, 2001, to request that the KCTCS Board of Regents name the Student, Classroom, and Economic Development Center on the Hazard Campus of Hazard Community College the "First Federal Center." The request complies with the Board of Regents' April 1999 *Policy on Naming of Buildings and Facilities for Private Donors*.

MOTION: On behalf of the Committee, Ms. Littrell moved that the Board of Regents approve the recommendation. Ms. Logsdon seconded the motion.

VOTE: The motion passed unanimously.

Chair Read noted that the staff has been mindful to provide action agenda items first in the form of information items or to provide action items at least one week in advance of the Board's consideration of the item. In this case, the agenda item had extenuating circumstances requiring the Board's immediate attention.

**FINANCE,  
ADMINISTRATION,  
AND  
TECHNOLOGY  
COMMITTEE  
REPORT**

Finance Administration, and Technology Committee Vice Chair Littrell presented the Committee's report to the Board.

**INFORMATION:  
RATIFICATION OF  
PERSONNEL  
ACTIONS  
PROCESS**

Ms. Littrell reported that President McCall presented the Finance, Administration, and Technology Committee with historical information related to the Board's process for ratifying personnel actions. The information was provided based upon discussions at the September 27-28, 2001, Board of Regents meetings. The Committee decided that the current process is efficient and effective.



**ACTION:  
RATIFICATION OF  
PERSONNEL  
ACTIONS**

RECOMMENDATION: That the Board of Regents ratify the personnel actions listed on pages 253-260 of the agenda materials.

Ms. Littrell reported that Dr. Gosnell indicated to the Committee that the open positions were advertised and followed equal opportunity guidelines for nondiscriminatory hiring practices.

MOTION: On behalf of the Committee, Ms. Littrell moved that the Board of Regents ratify the personnel actions on pages 253-260 of the agenda materials. Mr. Jelley seconded the motion.

VOTE: The motion passed unanimously.

**UPDATE:  
PROCEDURES  
FOR PERSONNEL  
IN THE MILITARY**

Ms. Littrell noted that in response to the September 11, 2001, national tragedy and the resulting military alert, a review of KCTCS policies was performed regarding employees in the Uniformed Services of the United States who may be called up for active duty. Procedures have been developed to implement the KCTCS Policies 2.14.2.10 and 2.14.2.11 and comply with the *Uniformed Services Employment and Reemployment Rights Act of 1994* (USERRA).

The number of KCTCS employees currently enlisted in either the Reserves or the National Guard is 25. At this point, only one employee has been called to active duty.

**ACTION: 2000-01  
ANNUAL AUDIT  
REPORT**

RECOMMENDATION: That the Board of Regents approve and accept the financial audit results for the 2000 – 01 fiscal year.

Ms. Littrell introduced Mr. James C. Carpenter, Audit Partner in Charge, and Mr. J. Bernard Backert, Director of Auditing Services. Both gentlemen work for Deloitte & Touche LLP, the accounting firm that conducted the System's 2000-01 financial audit. A copy of the Auditor's Report and related correspondence were included in the agenda materials.

Ms. Littrell noted that the independent opinion issued by Deloitte & Touche was an unqualified opinion with no exceptions. This opinion means that the KCTCS financial statements present fairly, in all material respects, the System's financial position on June 30, 2001. The auditors reported that the System's 2000-01 financial audit was clean, the books and records are in good condition, and the System is in good financial condition. The *Audit Management Letter* states, "We noted no matters involving the KCTCS' internal control and its operations that we consider to be material weaknesses." KCTCS policies comply with Generally Accepted Accounting Principles (GAAP), and the System's staff applied the policies consistently through the year. Results of the 2000-01 audit are comparable to the 1999-2000 audit after factoring the System's assuming management of the State Fire Commission.

Auditors from Deloitte & Touche also audited the KCTCS major federal programs in compliance with the requirements of the *U.S. Office of Management and Budget Circular A-133*. A copy of this report was included in the agenda materials in the document titled "Independent Auditors' Reports for the Year Ended June 30, 2001, and Schedules Required by Government Auditing Standards and OMB Circular A-133 for the Year Ended June 30, 2001." The System's internal controls of administering major grant programs complied with federal requirements, and there were no matters to report. It was noted that student financial aid would be included in next year's report.

Ms. Littrell highlighted the following:

**Assets.** As of June 30, 2001, the System's assets totaled over \$638 million, which represents an increase of more than \$136 million and is due primarily from plant funds. New loan funds total \$8.1 million, due primarily to KCTCS assuming management of the State Fire Commission.

**Liabilities.** For fiscal year 2000-01, the System's liabilities total approximately \$103 million, \$10 million less than the previous year. Half of the decrease in liabilities is represented by a \$5 million decrease in Accounts Payable. During fiscal year 2000-01, bond liabilities were reduced \$7.2 million.

**Fund Balances.** In fiscal year 2000-01, the System realized Fund Balance increases of \$147 million over fiscal year 1999-2000, due primarily to plant fund activity. Fund Balances total \$535 million. After transfers and expenses, the System's net increase in fund balances was \$9.1 million.

**Footnote 11** – This note relates to the *Governmental Accounting Standards Board (GASB) Statement 33*, which deals with the reporting of nonexchange transactions, such as contributions received. In previous years, pledge contributions were reported only when cash was received. Now, contributions for operations are reported when pledges are received and recorded as a receivable. However, if the pledge was made for an endowment, the pledge is recorded when the pledge is paid.

**Footnote 12** – This note relates to recent accounting pronouncements by GASB. New reporting requirements will become effective in the current fiscal year (2001-02) due to requirements called for by the *Governmental Accounting Standards Board Statements 34 and 35*. Nationwide, the new reporting methods will result in significantly lower fund balances and total asset figures.

Ms. Littrell thanked both the auditors and the KCTCS staff for their hard work on the comprehensive audit. Mr. Ken Walker, KCTCS Vice President, stated that KCTCS has a tremendous working relationship with Deloitte & Touche. He complimented Mr. Carpenter and Mr. Backert for their knowledge, skill, and professionalism.

MOTION: On behalf of the Committee, Ms. Littrell moved that the Board of Regents approve the recommendation. Mr. Beasley seconded the motion.

Mr. Beasley noted that it was remarkable for a System as large and widespread as KCTCS to have such an excellent audit report.

VOTE: The motion passed unanimously.

**UPDATE: KCTCS  
QUARTERLY  
FINANCIAL  
REPORT**

Ms. Littrell noted that the financial report covering the period July 1 to September 30, 2001, is being implemented as expected. Tuition revenues are higher than budgeted due to enrollment exceeding projections. Approximately 49 percent of budgeted tuition and fees revenues have been received. For the first time, the colleges' budgets reflect contingency funds on a recurring basis.

Chair Read asked Mr. Walker to provide information related to new reporting formats required by GASB. Mr. Walker indicated that the balance sheets currently are based on fund source (staff plans to continue providing quarterly updates in the current format). Under new GASB requirements, funds now will be collapsed into one general category and one total reported. Another change requires that all public colleges and universities as well as state governments report depreciation of fixed capital assets. While reporting depreciation is unrelated to cash, it will lower the System's net assets significantly. The depreciation must be reported based upon what it would have been had depreciation been reported from the date the asset came online. He also noted that the largest source of revenue for public postsecondary institutions, state appropriations, is no longer considered as revenue. Governmental appropriations now will be considered as nonoperating funds.

KCTCS is working with the universities and state government to develop common approaches for complying with the new reporting requirements. It was noted that while the System's staff is in a position to comply with the new reporting requirements, GASB's new reporting requirements would be quite disruptive and require a tremendous amount of work. At the September 2002 Board meeting, staff will present the *2000-01 Audit Report* in the new reporting format to allow the Board an opportunity to become familiar with the changes in order to facilitate the review of the *2001-02 Audit Report* that will be presented at the December 2002 meeting.

**UPDATE: CAPITAL  
CONSTRUCTION  
STATUS REPORT,  
1998-2002**

Ms. Littrell noted that the System's capital projects are proceeding well, and all projects are within scope and within budget. It was noted that on December 18, 2001, President McCall would attend groundbreakings for three projects listed in the report.

**UPDATE: SYSTEM  
OFFICE SPACE**

Ms. Littrell noted that the KCTCS System Offices are located in two different cities and in four different buildings: three buildings at the Spindletop Complex in Lexington and one building at the Capital Center Complex in Frankfort (Jett). Over the past several months, the System Office staff has investigated several options for having all System Office employees located within the same city, preferably on the same campus and in the same building. KCTCS staff has attempted to secure adequate office space in Fayette County through the Governor's Office and the Finance and Administration Cabinet. FAC representatives are not optimistic about the possibility of locating such space in state-owned office space. Also, some of the lease space at Spindletop is not adequate or properly designed for staff office space.

In accordance with state procurement law, KCTCS staff has placed an advertisement in the *Lexington-Herald Leader* for office space in Lexington. This will not require additional state funds and would be an authorization to use existing funds for a new lease. Any costs resulting from a new lease and relocation will be funded within the System Office operating budget.

President McCall will update the Board on the progress made towards locating adequate office space.

**ACADEMIC  
AFFAIRS AND  
CURRICULUM  
COMMITTEE  
REPORT**

Academic Affairs and Curriculum Committee Vice Chair Logsdon presented the Committee's report to the Board of Regents.

**ACTION:  
RATIFICATION OF  
NEW CREDIT  
CERTIFICATE  
PROGRAMS**

**RECOMMENDATION:** That the Board of Regents ratify the approval of the new credit certificate programs listed on pages 56-57 of the agenda materials.

Ms. Logsdon noted that some of the certificate programs listed are a result of "rolling over" an existing curriculum to a new integrated curriculum with multiple exit points. All certificate programs included on the list are applicable toward at least one degree program; additional resources are not required for their implementation. They meet all KCTCS program approval policies and procedures, the *KCTCS Policy on Collaborative Program Development*, the *KCTCS Policy on Inter-Branch Transfer of Credit*, and all applicable Council on Postsecondary Education policies and procedures.

**MOTION:** On behalf of the Committee, Ms. Logsdon moved that the Board of Regents ratify the new credit certificate programs listed on pages 56-57 of the agenda materials. Ms. Fiorella seconded the motion.

**VOTE:** The motion passed unanimously.

**ACTION:  
APPROVAL OF  
NEW PROGRAMS**

**RECOMMENDATION:** That the Board of Regents approve an Associate in Applied Science in Aviation Maintenance Technology for Jefferson Technical College to be implemented in spring 2002.

**AAS IN AVIATION  
MAINTENANCE  
TECHNOLOGY,  
JEFFERSON  
TECHNICAL  
COLLEGE**

Ms. Logsdon noted that the degree program is necessary to put the Jefferson Technical College's graduates on an equal level with other airframe and powerplant college graduates. Expertise in the inspection, repair, service, and overhaul of aircraft and engines is the goal of this program. Students completing this program will be certified by the Federal Aviation Administration (FAA) to work in the aircraft industry upon completion of the FAA certification exam for both airframe and powerplant. The need for aviation maintenance technicians is great in Kentucky and elsewhere. The JTC Aviation Maintenance program could immediately find employment for 100 graduates based on calls and letters received daily offering employment opportunities.

The 76 credit hour Aviation Maintenance Technology degree curriculum has two major components: 16 hours of general education and 60 hours of Aviation Maintenance Technology courses. Students will pursue general education requirements at Jefferson Community College, another regionally accredited college or university, or through distance learning. According to the *1997-2002 Kentucky Plan for Equal Opportunities in Postsecondary Education*, Jefferson Technical College has automatic eligibility.

**MOTION:** On behalf of the Committee, Ms. Logsdon moved that the Board of Regents approve the recommendation. Dr. Wise seconded the motion.

**VOTE:** The motion passed unanimously.

**AAS IN  
INFORMATION  
TECHNOLOGY,  
NORTHERN  
KENTUCKY  
TECHNICAL  
COLLEGE**

**RECOMMENDATION:** That the Board of Regents approve an Associate in Applied Science in Information Technology with options in Database Administration, Electronic Commerce, Network Administration, Computer Programming, Information Systems Support, and Web Development and Administration for Northern Kentucky Technical College to be implemented in spring 2002.

Ms. Logsdon noted that Dr. Earl Wittrock, Director of Northern Kentucky Technical College; Ms. Carole Reed-Mahoney, Dean of Academic Affairs at Northern Kentucky Technical College; and Mr. Alan Hall of the Information Technology Department at Northern Kentucky Technical College were present.

A community-based survey of local industry demonstrated community need for the information technology program and its proposed options. According to *Northern Kentucky Occupational Outlook to 2005*, employment growth for computer support specialists is expected to increase 75 percent; data processing equipment repairers' projected growth for the same period is 54.4 percent.

The proposed AAS program is based on the approved KCTCS curriculum and consists of 22-23 credit hours of general education courses, 24-27 credit hours of technical core courses, and 21-24 credit hours of courses designated as an “option” area. The general education courses will be delivered through the Kentucky Virtual University, Northern Kentucky University, or Thomas More College. Adequate faculty, staff, classrooms, equipment, library resources, and technology infrastructure are presently in place to support this proposal. No additional funding will be necessary to implement this program. According to the *1997-2002 Kentucky Plan for Equal Opportunities in Postsecondary Education*, Northern Kentucky Technical College is eligible for a qualitative waiver, which the Board of Regents approved at the April 27, 2001, Board meeting. The Council on Postsecondary Education approved the qualitative waiver at its July 30, 2001, meeting.

MOTION: On behalf of the Committee, Ms. Logsdon moved that the Board of Regents approve the recommendation. Ms. Johnson seconded the motion.

VOTE: The motion passed unanimously.

**AAS IN  
INTERDISCIPLINARY  
EARLY CHILDHOOD  
EDUCATION,  
NORTHERN  
KENTUCKY  
TECHNICAL  
COLLEGE**

RECOMMENDATION: That the Board of Regents approve an Associate in Applied Science in Interdisciplinary Early Childhood Education for Northern Kentucky Technical College to be implemented in spring 2002.

Ms. Logsdon noted that the proposal represents a program expansion of an existing program that has been recognized for several years throughout the Commonwealth’s postsecondary education system as one of the premier programs of early childhood education. A community-based survey of local industry demonstrated community need for the Interdisciplinary Early Childhood Education program. Additionally, the *Head Start Reauthorization Act of 1998* mandated that 50 percent of all Head Start lead teachers must hold an Associate or Baccalaureate Degree in Early Childhood Education or a related discipline by 2003. According to the *Bureau of Labor Statistics*, childcare workers are listed among Kentucky’s occupations with the most openings.

Northern Kentucky Technical College presently operates related certificate and diploma programs. Adequate faculty, staff, classrooms, equipment, library resources, and technology infrastructure are presently in place to support this proposal; therefore, additional resources will not be required to implement this AAS degree program. The program will consist of 30-31 credit hours of general education courses and 36 hours of specific interdisciplinary early childhood education courses. The general education courses will be delivered through the Kentucky Virtual University, Northern Kentucky University, or Thomas More College. According to the *1997-2002 Kentucky Plan for Equal Opportunities in Postsecondary*

*Education*, Northern Kentucky Technical College is eligible for a qualitative waiver, which the Board of Regents approved at the April 27, 2001, Board meeting. The Council on Postsecondary Education approved the qualitative waiver at its July 30, 2001, meeting.

MOTION: On behalf of the Committee, Ms. Logsdon moved that the Board of Regents approve the recommendation. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously.

**ACTION:  
COMMUNITY AND  
TECHNICAL  
COLLEGES'  
CANDIDATES FOR  
CREDENTIALS**

**RECOMMENDATIONS:**

- That the Board of Regents approve the technical colleges' candidates for credentials (degrees, diplomas, and certificates) with the credentials to be awarded to the candidates upon certification that the requirements have been satisfactorily completed (see Attachment A, pages 73-161 of the agenda materials).
- That the Board of Regents approve the awarding of credentials (degrees, diplomas, and certificates) to community college candidates that have met all requirements for programs approved by the Board of Regents, with the credentials to be awarded to the candidates upon certification that the requirements have been satisfactorily completed (see Attachment A, pages 73-161 of the agenda materials).
- That the Board of Regents approve the awarding of associate degrees to community college candidates that have met all requirements for programs approved by the University of Kentucky Board of Trustees, with the degrees to be awarded to the candidates by UK upon certification that degree requirements have been satisfactorily completed (see Attachment A, pages 73-161 of the agenda materials).

Ms. Logsdon noted that for December 2001, the Board ratified almost 4,100 credentials. KRS 164.350 (1) (e) specifies that the Board of Regents may "Grant diplomas and confer degrees upon the recommendation of the president and faculty." The Memorandum of Understanding, effective September 15, 1998, between the Kentucky Community and Technical College System and the University of Kentucky specifies that community college students who were officially enrolled on or before June 30, 1999, in associate degree programs approved by the UK Board of Trustees and who complete the associate degree program on or before June 30, 2004, shall have their degrees conferred by the UK Board of Trustees. The KCTCS Board of Regents shall award the degrees for all other students enrolled in community college programs.

MOTION: On behalf of the Committee, Ms. Logsdon moved that the Board of Regents approve the recommendations. Ms. Littrell seconded the motion.

VOTE: The motion passed unanimously.

**INFORMATION:  
CANDIDATES FOR  
CREDENTIALS  
PROCESS**

Ms. Logsdon reported that currently the list of candidates for credentials is compiled and submitted to the KCTCS Board of Regents for approval twice a year, in November and April. For the first time, all candidates for credentials – certificates, diplomas, and associate degrees – were presented to the Board for approval in April 2001. Prior to that date, only associate degree candidates were presented for approval. In order to be more responsive in issuing diplomas and certificates to program completers, especially those completing such programs at correctional facilities or consolidated institutions, an action item is proposed for the February 2002 Board meeting that would allow candidates for all credentials to be presented at every Board meeting, if submitted for approval by the colleges.

**INFORMATION:  
REVISED REVIEW  
OF EDUCATIONAL  
UNITS POLICY**

Ms. Logsdon noted that the proposed policy on review of education units represents a revision of an old, outmoded policy and is an effort to establish a new policy that is streamlined and in alignment with KCTCS. The proposed revised policy incorporates the review of instructional programs on an annual basis as part of the college institutional effectiveness process. The revised policy will be presented as an action item at the February 2002 meeting.

**INFORMATION:  
PROPOSED  
KCTCS CODE OF  
STUDENT  
CONDUCT  
HANDBOOK**

Ms. Logsdon noted that this is another effort to create a unified policy for the System and clarifies the appeals process. The *KCTCS Code of Student Conduct* is proposed to replace the *Community College Code of Student Conduct* and the *Technical College Code of Student Conduct* approved by the KCTCS Board of Regents September 16, 1998. A joint committee of community college and technical college academic and student affairs deans was formed in fall 2000 to develop an integrated code. Following review by academic and student affairs deans in spring 2001 and editing by a KCTCS staff committee in fall 2001, the proposed *KCTCS Code of Student Conduct* reflects a streamlined code consistent with federal and state regulations as well as KCTCS policies. The proposed *KCTCS Code of Student Conduct* is intended for implementation in spring 2002 for KCTCS colleges approved for consolidation and in fall 2002 for the remaining KCTCS colleges. The proposed *KCTCS Code of Student Conduct* will be presented as an action item at the February 2002 meeting.

**UPDATE:  
STRENGTHENING  
CURRICULUM  
THROUGH  
PROGRAM  
PROFILING**

Ms. Logsdon noted that program profiling ensures that KCTCS colleges have the most up-to-date curriculum and that KCTCS students acquire the skills necessary to be successful in the workplace. It targets eight skill areas: reading, math, locating information, teamwork, observation, listening, writing, and applied technology.

The impact the initiative will have upon KCTCS includes:

- An improved curriculum process with content relevant to employer expectations.
- An improved accountability system to federal and state funding sources and related oversight.
- A system of continuous feedback on student achievement, business expectations, and curriculum revision.



Most importantly, the impact on student success includes, but is not limited to:

- Improvement of basic skills through targeted instruction and assessment.
- Acquisition of technical, academic, and employability skills linked to workforce development needs.
- Verification and documentation of achievement.

This is a national model, and System Office staff has presented the KCTCS ACT WorkKeys Job Profiling/DACUM (Developing A Curriculum) model at a regional level and at the National ACT Conference. Additionally, staff has been asked to present the model to a group of ACT executives in the near future.

***EFFICIENCY,  
EFFECTIVENESS,  
AND  
ACCOUNTABILITY  
COMMITTEE  
REPORT***

Efficiency, Effectiveness, and Accountability Committee Chair Johnson presented the Committee's report. She noted that the Committee conducted a special meeting November 3, 2001, at the Marriott Griffin Gate Resort in Lexington, Kentucky. The meeting complied with open meeting statutes, the press was notified of the meeting October 24, 2001, and a quorum of Committee members was present.

***INFORMATION:  
TRANSFER  
REPORT***

Ms. Johnson noted that at the Committee meeting Dr. Tony Newberry, KCTCS Chancellor, provided information about the institutions to which KCTCS students transfer, the number of credit hours transferred, and the type of transfer (program requirement versus elective). She called attention to page 210 of the agenda materials, which shows where KCTCS students transferred from 1998-2000. The chart also lists proposed transfer goals for 2002-06. She encouraged the Board to continue its interest in this topic and monitor progress toward the goals established by CPE and the nine public postsecondary education institutions.

The Board requested a report on the number of KCTCS students who indicate intent to transfer and who actually transfer to another institution.

***INFORMATION:  
2001 KENTUCKY  
PLAN***

Ms. Johnson reported that Dr. Gosnell provided a summary of KCTCS compliance with the Kentucky Plan. She also discussed the KCTCS benchmark categories, CPE reporting times, and quantitative and qualitative waivers. Dr. Gosnell gave an overview of the CPE's Committee on Equal Opportunity (CEO), the overseer of equal educational opportunities in Kentucky's postsecondary education system.

It was noted that the Kentucky Plan is based on African American student enrollment and employment of African American faculty, staff, and administrators. The community colleges have been subject to the Kentucky Plan requirements for close to 10 years; however, the technical colleges only

recently (2001) came under the Plan requirements. CPE sets Kentucky Plan goals and objectives for the colleges based on census data and secondary school reporting. For the community and technical colleges, four objectives are set:

- Employment of African American Administrators
- Employment of African American Faculty
- Employment of African American Staff
- Enrollment of African American Students

Colleges failing to meet set objectives in two or more areas are ineligible to submit new academic degree program proposals. Colleges may request a waiver (quantitative waiver if deficient in two objectives or a qualitative waiver if deficient in three or four objectives) to submit new program proposals. Waivers, especially qualitative waivers, are not looked upon favorably by CPE. Qualitative waivers must be approved by CPE. In 2001, two KCTCS colleges received quantitative waivers, and one received a qualitative waiver.

***INFORMATION:  
COUNCIL ON  
POSTSECONDARY  
EDUCATION  
ALUMNI AND  
KCTCS EXIT  
SURVEYS***

Ms. Johnson noted that KCTCS fared well in the Council on Postsecondary Education Alumni Survey and the KCTCS Exit Survey of students who have graduated or applied for graduation.

More than 4,000 undergraduate alumni, including some 2,000 KCTCS graduates, completed the CPE Alumni Survey. The CPE survey looked at a variety of benchmarks that will measure key indicators of progress toward postsecondary reform. Overall, KCTCS students rated their college experience as high or higher than any other college or university in the state. The CPE plans to administer another alumni survey in 2003.

The KCTCS Exit Survey was administered in May 2001 with 25 KCTCS colleges responding. Over 2,000 students who applied for graduation responded to the survey. A distinct student profile emerged from the Exit Survey, which indicated that the majority of KCTCS students polled were either satisfied or very satisfied with the education they received.

***INFORMATION:  
FUTURE TOPICS  
FOR DISCUSSION***

Chair Johnson noted that she agreed with discussions held at the November 29, 2001, Board Retreat II, which may result in the Committee's responsibilities being distributed among the Executive Committee; Academic Affairs and Curriculum Committee; and the Finance, Administration, and Technology Committee.

**NEXT REGULAR  
MEETING**

Chair Read called attention to a handout listing revised meeting locations for 2002 Board of Regents meetings. Meeting dates set by the Board at its June 2001 meeting are unchanged. The meeting dates and revised locations are as follows:

February 21-22	Holiday Inn, Capital Plaza Tower, Frankfort
April 25-26	Elizabethtown Technical College
June 27-28	Rowan Technical College
September 26-27	Prestonsburg Community College
December 5-6	System Office, Lexington
February 2003	Ashland Community and Technical College District

**EXECUTIVE  
SESSION**

Mr. Powell moved that the Board go into executive session pursuant to KRS 61.810 (1) (c), "Proposed or Pending Litigation" and KRS 61.810 (1) (f), "Individual Personnel Matters." Dr. Wise seconded the motion.

VOTE: The motion passed unanimously, and the Board went into executive session at 10:58 a.m. (ET).

**OPEN SESSION**

The Board reconvened in open session at 12:50 p.m. (ET), and Chair Read reported that there was no action to bring before the Board as a result of the executive session.

**ADJOURNMENT**

MOTION: Mr. Powell moved that the Board adjourn. Ms. Littrell seconded the motion.

VOTE: The motion passed unanimously, and the meeting adjourned at 12:55 p.m. (ET).

2/22/02

Date Approved by the  
KCTCS Board of Regents

**SIGNED**

Cynthia L. Read, Chair  
KCTCS Board of Regents

**SIGNED**

Joseph B. Wise, III, Secretary  
KCTCS Board of Regents

**SIGNED**

Michael B. McCall, Ed.D.  
KCTCS President

## KCTCS Board of Regents

### Meeting Guests – November 30, 2001

#### ***President's Cabinet***

Dr. Michael B. McCall, President  
Dr. Keith W. Bird  
Mr. Timothy R. Burcham  
Dr. Candace S. Gosnell  
Ms. Beverly H. Haverstock  
Mr. Jon Hesseldenz  
Ms. Beth R. Hilliard  
Dr. Anthony L. Newberry  
Mr. J. Kenneth Walker

#### ***Community & Technical College Districts***

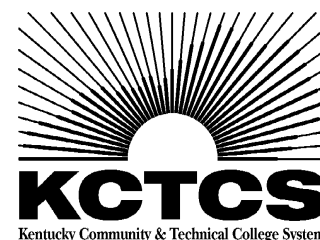
Northern Kentucky  
Dr. Earl Wittrock  
Ms. Carole Reed-Mahoney  
Mr. Alan Hall

#### ***Other Guests***

Mr. Bernard Backert, Deloitte & Touche  
Mr. James Carpenter, Deloitte & Touche  
Mr. David Patterson, TFSA-AFT  
Mr. Robert Tye, TFSA-AFT  
Mr. Charlie Vice, KEA

#### ***System Office Staff***

Ms. Cyndi Ackley  
Mr. Bryan Armstrong  
Mr. Paul Cravens  
Mr. Gary Dean  
Mr. Gary Graff  
Ms. Billie Hardin  
Dr. Joan Lucas



# President's Report

## Board of Regents Meeting

November 30, 2001

**KCTCS System Office**  
**Lexington, Kentucky**

### **D.A.T.E.**   *District ... Accountability ... Team ... Effectiveness*

#### **Fall 2001 Enrollment**

The fall 2001 enrollment for all colleges surpassed the 60,000 mark, and the official Council on Postsecondary Education headcount for the November 1 reporting date is 63,120. This enrollment of full- and part-time students represents increases of 21 percent over fall 2000 when 52,201 students enrolled, and 37 percent over fall 1999 when KCTCS enrollment was 45,988. The fall 2001 full-time enrollment increased by 10 percent over fall 2000, and part-time enrollment increased by 30 percent. Overall, 41 percent of the KCTCS headcount was full-time enrollment.

Fall 2001 was the first full recruiting season in which each district implemented their respective marketing and recruitment plans developed through the contractual agreement with Noel-Levitz. In addition to a 14 percent increase in the traditional enrollment, an increase in dual credit and dual enrollment opportunities led to a 121 percent increase in high school enrollments as compared to fall 2000. These enrollees will be tracked to determine the number of high school students who continue to enroll in KCTCS programs after high school graduation.

Another significant increase was in the workforce training enrollments. During the fall 2000 semester, KCTCS institutions began the process of offering customized training courses for full or fractional college credit. Since many of these courses are short-term in nature, aligning competencies within a specific customized training course allowed the colleges to award college credit to the employees being served. Additionally, each of the 16 districts, working in conjunction with the State Fire Commission, enrolled students attending training courses through the AAS in Fire Science program or one of the corresponding certificate programs. These two initiatives increased enrollment in the workforce training courses by 161 percent as compared to fall 2000.

#### **Accreditation Update**

Madisonville Community and Technical College District hosted a Southern Association of Colleges and Schools Substantive Change Visiting Team October 14-16, 2001. Action on their

request for single accreditation and consolidation will be taken at the SACS December 2001 meeting.

The following technical colleges have now hosted 2001-02 COE reaffirmation visiting teams: Ashland Technical College, Owensboro Technical College, Rowan Technical College, and Somerset Technical College. This completes the reaffirmation visits for 2001-02.

### **Council on Postsecondary Education Meeting Update**

CPE has conducted two meetings since the KCTCS September Board of Regents meeting. CPE continued discussions of the 2002-04 Biennial Budget Development Process at its October 10, 2001, meeting. These discussions focused on the benchmark funding model, including the funding objective for the 2002-04 budget, trust funds, special initiative requests, and requested capital projects. CPE also gave each institution the opportunity to discuss its special initiative requests and capital projects requests.

At its November 5, 2001, meeting, CPE approved its 2002-04 Biennial Budget Recommendation for operating funds and capital projects for KCTCS and the universities. This action resulted from discussions that CPE had conducted in its meetings over the summer and early fall. These recommendations included funding for the benchmark funding system, trust funds, selected special initiatives, and selected capital projects. A summary of the CPE funding recommendations for KCTCS is included in the Board's November Agenda Item (G-1), "2002 Legislative Session Agenda."

### **President's Leadership Seminar – October 8-11, 2001**

Twenty-seven participants attended the second annual *KCTCS President's Leadership Seminar* held at the Hyatt Regency Hotel, Lexington. Nationally recognized educational leaders provided presentations and panel discussions on issues and trends related to leadership. During one session, the participants provided feedback on how the knowledge, skills and attitudes discussed could be taken to their home colleges and used to contribute to KCTCS. Participant evaluations indicated that overall satisfaction with the seminar was an outstanding 96 percent.

### **Community and Economic Development Update**

- **KY WINS** – Currently, KY WINS has 20 active projects funded for \$3.7 million and nine applications in process for over \$4.7 million. The active projects involve over 12,000 participants and will result in over 3,200 new jobs.
- **Articulation/Transfer** – All 28 KCTCS colleges are offering dual credit and dual enrollment opportunities to students in local high schools and area technology centers this fall. In less than a year, articulation initiatives among high school students have more than doubled in enrollment. Meanwhile, the statewide P-16 Council's position statement supporting articulation has now been signed by KCTCS, the Kentucky Department of Education, Kentucky Department of Technical Education, and the Council on Postsecondary Education. At the request of KCTCS, CPE has formed a new transfer taskforce, charging the group with developing strategies to strengthen transfer relationships between KCTCS colleges and the state's eight public universities.
- **Adult Education** - "One Mission: Changing Lives" was the theme of seven joint KCTCS/Department of Adult Education and Literacy (DAEL) regional meetings around the state during the month of October. More than 250 KCTCS faculty and DAEL educators attended the events. The goal was to articulate the common mission of adult basic education and developmental education and to facilitate regional discussion of new strategies for collaboration and local partnerships.

- **DACUM/WorkKeys** - The DACUM/WorkKeys project is off to a strong start in each of the 16 KCTCS college districts. Meetings are underway with campus faculty and administration to explain both the DACUM (Developing a Curriculum) and the WorkKeys profiling processes. Through the innovative use of these state-of-the-art tools, KCTCS will be aligning technical programs to workforce needs; strengthening curricula using both faculty and business/industry input; and developing relevant, timely, state-of-the-art technical programs. Students and the resulting entry-level workforce will be assured of strong academic, occupational, and employability skills. Skill levels in selected areas will be assessed using the WorkKeys assessment component of the profiling system. To date, 11 profiles have been completed in the areas of Business Technology – Accounting, Business Technology – Management, Business Technology – Marketing/Retailing, Business Technology – Real Estate, Human Services, and Electronics Technology. Throughout the remainder of this academic year, approximately 75 additional profiles will be completed in technical programs. Recently, KCTCS presented the Kentucky DACUM/WorkKeys Program at the Virginia WorkKeys Conference. On November 15, KCTCS presented the Kentucky DACUM/WorkKeys program at ACT’s annual meeting.
- **KCTCS and the McConnell Technology Center (MTTC)** - The MTTC and KCTCS have developed a comprehensive training partnership that is designed to create “Technology Empowered Communities” throughout the Commonwealth. KCTCS and MTTC have already joined forces to deliver computer training in Bowling Green, Harlan, Lexington, and Louisville. Future service areas include Covington, Elizabethtown, Owensboro, and Paducah. The overall goal of the project is to bridge the “digital divide” that often separates those who have access to technology and those who do not. The specific goals of this project include: coordinating computer training resources and establishing support services in targeted communities; jointly conducting computer training classes that move people from basic computer ownership into literacy and lifelong learning education opportunities, especially in the area of Adult Education and School-To-Work programs; collaboratively pursuing external resources; developing course articulation agreements that include dual credit and enrollment; and partnering in the development of small business entrepreneurial efforts in Appalachia and e-Main Louisville.
- **Ready-To-Work Update** - Campus Ready-To-Work coordinators are projecting that they will serve 936 students during the fall 2001 semester. This is a 20.6 percent increase over the number of Ready-To-Work students served fall 2000. Ms. Sandra Mayberry became the System’s new Ready-To-Work coordinator on October 8. Ms. Mayberry joins the System’s Office from her previous position as the Ashland Community and Technical College District’s RTW coordinator and will be working under the supervision of Shauna King-Simms, who has assumed a new role as Director of Adult Education Partnerships and Transitions.
- **Workforce Alliance Initiative** - KCTCS, in partnership with the Cabinet for Workforce Development, Department for Adult Education and Literacy, and the Council on Postsecondary Education, has signed a Memorandum of Agreement to provide \$500,000 in funding for approved workplace essential skills grant projects designed to increase the number of adults and employers served throughout the state. In order to meet the goal of serving 24,000 workplace essential skills participants in FY 2002, grants will be awarded

to fund education and training projects that must be business and industry driven with strong partnerships in place, include an assessment plan, demonstrate cost sharing among partners, and include pathways for additional training services.

### **Distance Learning Initiatives**

- **Distance Learning Statistics** - Fall semester 2001 continues the System's steep upward enrollment trend in distance learning programs and courses. Enrollment in all distance learning classes (web-based, web-assisted, and interactive television) currently stands at 8,566, three-times the total distance learning enrollment reported in fall 1999. Enrollment in web courses in fall semester 2001 is 3,069 compared to 524 in 1999. Enrollment in online courses of all kinds (web-based as well as web-assisted) has grown to 5,295 students.
- **KCTCS-KYVU Strategic Partnership** - KCTCS and KYVU are forging a strong, efficient relationship that will eliminate duplication and leverage resources to address common challenges and opportunities. This fledgling partnership has resulted already in the establishment of a joint leadership team comprised of KCTCS and KYVU senior staff which meets monthly to set goals and identify emerging issues and opportunities. A smaller operational team meets weekly to resolve short-term problems.
- **Kentucky Public Power Authority/Tennessee Valley Public Power Authority/KCTCS Online Training Project** – KCTCS, working cooperatively with KYVU, has signed an agreement with TVA to develop online training in several areas, including a Lineman Apprenticeship Training program, an Advanced Lineman Training program, a 2-year certification program, and a 1 + 1 program for high school students.

### **KCTCS Systemwide Perkins Grants Update**

- **KCTCS Professional & Organizational Development Initiative** - Through this \$70,000 statewide, Perkins-funded project, KCTCS will develop a comprehensive professional and organizational development program for all faculty, staff, and administration working with technical programs. Major initiatives will focus on improving teaching techniques and strategies, networking with colleagues, staying current on the latest technologies that impact program areas, and providing opportunities to develop leadership and professional skills.
- **State Administration-Leadership** - \$55,000 in Perkins Funds will assist KCTCS in implementing the provisions of the *Carl D. Perkins Vocational and Technical Education Act of 1998*. In the coming months, KCTCS will conduct workshops to update college staff on the Perkins Act requirements and develop strategies to achieve the objectives of the Act. The emphasis is on improving existing programs as well as expanding and/or developing new programs to better meet the needs of individuals and business and industry throughout the Commonwealth.
- **Skills Assessment and Curriculum Development** - KCTCS has been awarded \$70,000 for technical skills assessment and \$70,000 for curriculum development for the 2001-02 academic year under the *Carl D. Perkins Vocational Educational Act*. These funds will support the KCTCS program profiling and curriculum revision processes to assure data-driven, state-of-the-art technical programs with standards-driven assessment. An additional \$6,000 Perkins grant was awarded to KCTCS to provide limited support for student organizations.



### **Global Studies and International Partnerships**

- **Office of Global Studies and International Partnerships** - In October, KCTCS established the Office of Global Studies and International Partnerships to coordinate the growing number of initiatives involving curriculum and partnerships with international colleges and universities. Dr. Analay Scorson has been reassigned as director of this department, which is part of the Chancellors' Office. The countries KCTCS is currently working with include: Germany, Denmark, England, Scotland, Mexico, and Italy.
- **German Business Council** - KCTCS presented its Workforce Development Strategies at the German Business Council Conference on October 17, 2001, sponsored by the Kentucky German Chamber of Commerce and the University of Kentucky. Several German businesses were represented, including Osram Sylvania, a company working with Central Kentucky Technical College and KY WINS to profile their production line positions and develop customized training.
- **KCTCS & Georgetown College** - On November 22, 2001, Dr. Jack Hanel departed for Regent's Park College, England, as the first participant in the KCTCS-Georgetown College international professional development experience. Dr. Hanel will spend two weeks in Oxford, England, to conduct research and share academic experiences with colleagues in England.
- **U.S. – Danish Symposium** - On November 15, KCTCS participated in a U.S.-Danish Symposium on *Information Technology and Education: Challenges and Perspectives for Transatlantic Co-operation* in Copenhagen. The U.S. Department of Education-Denmark Steering Committee (of which KCTCS is a member) met on November 17. On November 18, representatives of the U.S. Department of Education and the American Association of Community Colleges met with Danish Business and Technical Colleges to discuss program collaboration. KCTCS is one of four state systems working with Denmark to develop IT standards and programs funded by a European Union FIPSE (Funds for the Improvement of Post-Secondary Education) grant.
- **U of L and Napier University of Edinburgh Partnership** - On November 12, KCTCS, the University of Louisville, and Napier University of Edinburgh, Scotland, participated in a series of meetings to develop a "2+1+1" course of study for KCTCS graduates who would pursue a British "ordinary degree" and upon returning to Kentucky would complete a baccalaureate degree at U of L. The three institutions plan to finalize an agreement in February 2002, enabling the first group of Jefferson Community College graduates to begin their studies in Edinburgh as early as the fall 2002.
- **Nepal Student Exchange Agreement** - In September 2001, KCTCS signed a student exchange agreement with the nation of Nepal. The first group of four Nepalese students will enroll at Jefferson Community College in spring 2002.

### **Information Technology Update**

The Information Technology group has taken on a new responsibility with the transfer of the system level Institutional Research function from Internal Affairs. The move was made to facilitate support of the RSVP process through proactive use of the data in the KCTCS administrative systems and other sources for research and decision-making. The merger of IR with IT will consolidate data sources and data and methodological expertise in a single organization. The development of a responsive, comprehensive data warehouse will be a joint project that will benefit the system and colleges alike in providing useful and accessible information for management, effectiveness, reporting, and planning.

The major initiatives (other than supporting the RSVP process) for the enhanced organization include ensuring a successful spring 2002 registration; obtaining the services of an Application Service Provider (ASP) to manage the routine operation of the KCTCS administrative systems; spearheading the CPE-sponsored procurement of a higher-education telecommunications network; managing the upgrade of the local telecommunications infrastructure in colleges; the introduction of the converging technologies of voice, data, and video systemwide once the new network is established; and the implementation of the latest Internet-based version of the KCTCS administrative systems (PeopleSoft 8.0). The timeline for completion of these initiatives, other than the spring registration, is dependent on the inception of the ASP contract and to some degree, the funding available in the 2002-03 biennial budget. All initiatives should be completed or substantially implemented by the end of calendar year 2002.

Information Technology accomplishments since the last report include technological support of the record fall 2001 enrollment, enhancement of bandwidth and telecommunications capacity in the Jefferson Community and Technical College District through installation of a fiber-optic link to the University of Louisville, expanded use of the Reporting Data Mart in the colleges, and many incremental improvements to the operation of the KCTCS Student System.

#### **District Leadership Update**

Dr. G. Edward Hughes will become the first president of the **Northern Kentucky Community and Technical College** and Chief Executive Officer of the district effective December 1, 2001. Dr. Hughes has served as president of Hazard Community College since 1985 and more recently as CEO of the Kentucky River Community and Technical College District. Prior to coming to Hazard, he served as the dean of academic and student affairs in North Country Community College in Saranac Lake, New York, and has worked at colleges in Arkansas, Illinois, and Tennessee.

Dr. McCall met with the Paducah Community College Board of Directors, the West Kentucky Technical College Advisory Board, the colleges' administrators, faculty and staff to review the district leadership selection process for **West Kentucky Community and Technical College District**. A local advisory committee has been formed to lead the process and applications are being received. A survey to faculty and staff has been administered in order to obtain perceptions of criteria and priorities for the district leadership.

Advertisements have been placed for the **Jefferson Community and Technical College District** leadership search process and a descriptive brochure has been finalized.

Governor Patton has appointed the new **Boards of Directors** for the **Bluegrass Community and Technical College District**, the **Bowling Green Community and Technical College District** and the **Northern Kentucky Community and Technical College District**. The first meeting and orientation session of the Bluegrass District Board occurred November 19, 2001. Similar meetings will be scheduled for the Bowling Green and Northern Kentucky districts in the weeks to come.

### **Groundbreaking/Dedication Ceremonies**

- **American Woodmark Corporation, Hazard** – On November 5, 2001, Governor Patton and Dr. McCall joined local community representatives and officials from American Woodmark Corporation, the largest cabinet making company in the U.S., for a groundbreaking ceremony for the company's new 220,000 square foot production facility at the Coal Fields Regional Industrial Park in Hazard. The *KY WINS (Kentucky Workforce Investment Network System)* program provided the funding for the economic development project that will create 200 jobs in the area. The Vice President of Manufacturing for the company credits KCTCS and the KY WINS program as significant factors in the company's decision to locate in Perry County.
- **Health Education Classroom Building, Northeast Regional Postsecondary Education Center, and East Kentucky Science Center and Zeiss Planetarium – Prestonsburg Community College** - On November 9, 2001, Governor Patton and Dr. McCall joined Dr. Ron Eaglin, President of Morehead State University, and other members of the community for a ground breaking ceremony for these three projects. The Classroom and Health Education Building is a \$5,500,000 two-phased project. The first phase scheduled for completion January 2003 will provide a student center with bookstore, food service area, game room, lounge, classrooms and office space for student service personnel. The Northeast Regional Postsecondary Education Center is a \$6,500,000 project scheduled for completion in summer 2003. It will be jointly occupied by Prestonsburg Community College and Morehead State University at Prestonsburg. The East Kentucky Science Center is a \$3,640,000 project that will house a planetarium, classroom, demonstration lab, science exhibit hall, gift shop and offices.
- **Maysville Community College Technical Center** – On October 30, 2001, Governor Patton and Dr. McCall were joined by a host of local and state officials, including House Speaker Jody Richards and Senator Charlie Borders, for the ground breaking of this \$8.6 million project. The late Representative Pete Worthington was a strong supporter of the project and was represented at the ceremony by his son, Weston Worthington. When complete, the project will house 13 technical skills programs for the Maysville college district.

### **University of Kentucky Partnership**

Two notable and historic activities took place during the week of October 15-21, 2001. On October 16, Dr. Lee Todd, President of the University of Kentucky, and his wife hosted the KCTCS President's Leadership Team for a reception and dinner to express his desire to renew a strong relationship with KCTCS.

On October 18, 2001, Dr. Todd and Dr. McCall held a joint press conference to announce the collaboration of UK (Lexington Community College) and KCTCS on a \$4 million project to enhance the skill levels of the employees who work in information technology across the Commonwealth. A National Science Foundation, three-year grant for \$2 million along with \$1.5 million matching funds from KCTCS and \$500,000 matching funds from Lexington Community College (LCC) will fund the project. The project will include a state-of-the-art information technology training center housed at Jefferson Community College-Southwest, a virtual center housed at LCC, and mobile centers based at Paducah Community College and Maysville Community College. These centers will provide professional development opportunities to instructors for an array of information technology programs.

**Governor's Task Force on the Economic Status of Kentucky's Women** – Dr. McCall has been appointed to serve on this task force, which is a project of the Kentucky Commission on Women. The purpose of the task force is to examine the obstacles to the economic progress of Kentucky women, identify solutions, and develop a plan of action. The task force will include 40 to 45 business, government, and civic leaders appointed by the Governor and plans to hold the first meeting in December 2001.

**President's Gala and Benefactors Awards Dinner**

The November 3, 2001 Gala was the most successful in the history of the event. Seven hundred of the state's leading citizens and education and business leaders attended the dinner, during which Dr. McCall and Governor Patton presented awards to 55 of our system's major benefactors. At the system level, KCTCS honored the University of Louisville and Toyota Motor Manufacturing-Kentucky.